

**Informed Consent  
Guidance and Growth**



Karekietsingel 15  
2496 LE Den Haag, NL  
+31(0)6 8233 1020

[www.debracantrellcounselor@gmail.com](mailto:www.debracantrellcounselor@gmail.com)

KvK:00004620496

VAT: NL003349948B81

**Debra Cantrell has a Master's of Science degree in Counseling from Texas A&M Commerce and is a member of the NVPA, a professional association for specialised psycho/social therapists** <https://www.nvpa.org/> **NVPA** Lidnummer: 104872  
<https://rbcz.nu/> **RBCZ** License number: 210522R

**Counseling Process:**

Counseling focuses on developing a relationship with your counselor in order to work together to find ways to address your particular concerns about your life. In the first sessions, your needs and goals will be identified, as well as the most appropriate strategies to use as options to address your concerns. The focus of our time together will be to work toward your specific goals. To get the most out of counseling, you must take an active role. This involves discussing your concerns openly, completing any assignments and being open to giving and receiving feedback to your counselor about the progress of the therapy. (In working with minors, the process of identifying needs and setting goals may be done in collaboration with parents, and an additional parental consent form is required.)

**Written consent for release of information:**

If there is current or prior involvement with any other professional (doctor, therapist, counselor, coach, probation officer, etc.), you may be asked to sign a Release to Exchange Information form that allows your counselor to contact them. You may be asked to complete a questionnaire at the beginning of the counseling process, this allows your counselor to provide you the best possible services.



Nederlands Verbond voor Psychologen,  
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## General Procedural Agreements Guidance and Growth

**Appointments:** Scheduled appointments are typically 50-60 minutes in length unless another time is arranged for in advance. Generally, clients are seen weekly, although different schedules can be negotiated. For **cancellations**, advance notice of 24 hours is expected so that someone else can be scheduled for that time. If you miss an appointment without notification by email or call, you will be charged for the full fee. Allowances are made for emergency situations or unforeseen circumstances that make advanced notification of cancellation difficult.

**Emergencies:** If you need to speak with your counselor immediately you may call or email. Your counselor will get back to you as soon as possible. Due to the time differences around the globe, immediate responses may not be possible. If the emergency is life threatening, you may call your local hospital, police or another emergency response entity. Your counselor is not available 24 hours per day and is not equipped to provide emergency response services.

**Non Emergency Contact:** For non emergencies, your counselor may respond to up to three emails or texts per week without incurring extra fees. This can be for general “check-ins,” encouragement, or for strategies for specific targeted goals. Significant growth can happen during challenging situations when you are in the moment, please feel free to take advantage of this service.

**Payment:** The standard fee: €75 or \$87 with additional cost for travel if employed. For Dutch Citizens, it is your responsibility to know if your insurance policy covers counseling prior to your first visit. You will provide your insurance company with a receipt of payment for reimbursement from insurance. Invoices will be sent by email after the session and payment is due within 14 days of delivery. Receipts will be sent upon request. Initial consultation is free of charge and may last up to 50 minutes, but may only take 30 minutes.

**Strategies/Treatments:** Counseling therapy sessions can take the following scope and sequence:

1. Initial Consultation: here we find if Counselor and Client “click” and feel that they can work together as a team for the benefit of the client.
2. The client will describe desired areas for change.

**Confidentiality:** When you begin counseling, you can expect that your identity and disclosures will remain confidential. Any successful counseling relationship requires a sense of trust and safety, so laws and ethical codes are established to protect the client from harm and to safeguard the information disclosed.

However, there are limits to confidentiality required both by law and by ethics. At Guidance and Growth, the client’s rights to the privilege of confidentiality is limited in ways including the following:

1. The probability of physical harm to yourself or another. Protection from physical injury takes precedence over confidentiality. In the case of someone else being in physical danger, the counselor has the duty to warn that person.
2. If the counselor has a reason to

3. Client and Counselor (and possibly parent) will formulate goals to measure progress.
4. Client and Counselor will explore various treatment strategies and incorporate them in sessions.
5. The client and counselor will assess treatment after goals are met and challenges alleviated.

**Complaints/Disputes:** You may make a formal complaint regarding the professional practices of Guidance and Growth by first notifying me (Debra Cantrell) of your complaint. Through this conversation, if the problem is not resolved, the next step is to file your complaint with a complaints officer [www.scag.nl](http://www.scag.nl). After some time, if a resolution is still not found, the 3rd step is with a disputes committee at [www.scag.nl](http://www.scag.nl)

**Client/Counseling relationship and treatments begin only in the first paid session after this form has been read and signed**

believe that child abuse or neglect is occurring, the counselor will notify the local Child Protective Services or Safe House. If other types of harm are noted, local law enforcement/mental health agencies will be notified.

3. In The Netherlands, if your employer has offered or required counseling as a part of your employment, you can assume that your employer will want documentation of your attendance and progress. While protecting your private information, documentation of general progress can be shared with your employer to your benefit, with your written consent.
4. In The Netherlands, counseling records are by law retained for a period of 20 years.



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Please return this form with your signature to Guidance and Growth to verify your understanding of the aforementioned General Procedural Agreements & Informed Consent Information.

I understand that I am responsible for my fee payment within 5 days of each appointment. I agree to be responsible for the full payment for services rendered regardless of whether insurance reimbursement will be sought.

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ DOB \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Emergency Contact Phone: \_\_\_\_\_ Email \_\_\_\_\_

Emergency Contact Name, Address and Relationship: \_\_\_\_\_

\_\_\_\_\_

